

**SECRET**

Approved For Release 2004/02/11 : CIA-RDP78B05703A000300010006-6

PSG-162/70  
6 October 1970

MEMORANDUM FOR: Chairman and Members, PSG/R&RD Study Team

SUBJECT : ADP and Materials Handling Study Team

1. The purpose of this study team is to investigate the ADP potential and materials handling procedures within PSG/R&RD. Toward this end and with an eye to the future, R&RD has prepared a paper, "ADP and Materials Handling", noting in some detail areas where they feel study and assistance are required. This paper is to be the basis to this investigation.

2. I will expect you to review the memorandum and investigate the areas of concern noted in the paper.

3. I will expect the following results from your investigation:

a. Identification of the areas noted in the R&RD memorandum where in the opinion of the study team the problem areas indicated are not sufficient to warrant change, or where ADP will not make a significant contribution; that is, the present procedures are sufficient for now and in the future.

b. Also identify those areas that in the opinion of the study team do need examination and probably procedure change, but can be adequately investigated by Center resources.

c. Identify those areas that in the opinion of the study team will require investigation and study by activities outside of NPIC.

d. Additional areas or points of comment will be welcome.

4. A progress report is requested in about one week so a realistic completion date can be discussed.

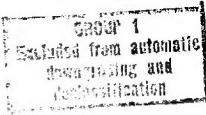


25X1

Chief, Production Services Group

Distribution:

Orig. - Chairman  
1 - Ea member  
1 - NPIC/Exec Dir  
1 - NPIC/PPBS  
2 - NPIC/PSG



**Declass Review by NGA**

**SECRET**

Approved For Release 2004/02/11 : CIA-RDP78B05703A000300010006-6

## CENTER ROUTING SLIP

Approved For Release 2004/02/11 : CIA-RDP78B05703A000300010006-6

Chief, Production Services Group

6 October 1970

TO	INITIALS	DATE	REMARKS
DIRECTOR			
DEP/DIRECTOR			
EXEC/DIRECTOR	X	10/8	
SPECIAL ASST	M	10/8	
ASST TO DIR	3	10/8	
HISTORIAN			
CH/PPBS			
DEP CH/PPBS			
EXO/PPBS			
CH/SS			
DEP CH/SS			
SC & P			
RECORDS MGT			
PERSONNEL			
LOGISTICS			
TRAINING			
SECURITY			
FINANCE			
CH/IEG			
DEP CH/IEG			
EXO/IEG			
CH/PSG			
DEP CH/PSG			
EXO/PSG			
CH/TSG			
DEP CH/TSG			
EXO/TSG			
DIR/IAS/DDI			
CH/DIAXX-4			
CH/DIAAP-9			
CH/SPAD			

IP FORM 30 (7-70) OBSOLETE PREVIOUS EDITIONS

John:  
 I met with the team  
 members this morning  
 to get this study  
 underway. I believe  
 we are off to a good  
 start.

[redacted] attended  
 the meeting:

Team members are:

[redacted]

(in part training for review)

S. Jo

25X1  
25X1

25X1